 **Republic** of **Liberia**

**National Investment Commission (NIC)**

**M&E Professional Building/ Sekou Touré Avenue**

**Monrovia, Liberia**

**REQUEST FOR EXPRESSIONS OF INTEREST**

**(INDIVIDUAL SERVICE – INDIVIDUAL SELECTION)**

**EMPLOYMENT: “DIRECTOR FOR THE CONCESSIONS DEVELOPMENT & PUBLIC PRIVATE PARTNERSHIP DEPARTMENT AT THE NATIONAL INVESTMENT COMMISSION (NIC), Sekou Touré Avenue – MONROVIA - LIBERIA”**

**Background**

The Liberia National Investment Commission (NIC) is the Government of Liberia’s agency responsible for attracting foreign direct investment (FDI), supporting domestic private sector growth, and advocating for an improved business environment. Thee NIC seeks to recruit a highly qualified Liberian citizen to serve as its Director for the Concessions Development and Public Private Partnership Department.

**The Concessions Development and Public Private Partnership Department**

The Concession Development and Public Private Partnership Department shall oversee, integrate and coordinate activities of the different units of the department to provide technical support to the Inter-Ministerial Technical Committee (IMTC) to ease challenges in expediting investment negotiations, and shall develop plans aimed at making its concession and PPP development work easier. The department shall recommend strategies to achieve defined objectives as well as lead, drive and co-ordinate the use of Public Private Partnership between the public sector and the private sector in line with government development agenda.

**Objective**

The objective of the Concession Development and PPP Department is to increase collaboration between concessioning entities for efficient participation in concession and public private partnership development in order to support government economic recovery and national development agenda. The department shall also support stakeholders to ensure the delivery of effective, efficient, reliable, affordable, and equitable distribution of services through the promotion of public private partnerships (PPP) and overseeing technical dialogues amongst all CD&PPP stakeholders as well as promoting compliance of policy guidance necessary for the operations of the CD&PPP Department.

**Position:** Director

**Duty station:** NIC Head Office, Monrovia

**Report to:** Executive Director

**Duration:**  Permanent

**Duties**

**Strategic Leadership and Policy Advice**

* Coordinate and act as a link between all concessioning institutions and other partners supporting CD&PPP activities
* Oversee the planning of CD&PPP activities to meet investment sector priorities, ensuring strong linkage with the Commission’s strategic objectives
* Ensure establishment of an appropriate framework for CD&PPP development and track the operational milestones in meeting CD&PPP objectives at national, regional and local levels

**Monitoring and Evaluation and Reporting**

* Monitor and evaluate CD&PPP planned activities and meet milestones in a timely manner
* Ensure identification of tasks required to tackle special assignments and make necessary adjustments based on informed analyses
* Provide technical oversight and synthesize reports and meeting minutes for onward submission to the Office of the Executive Director to aid the work of the IMTC
* Promote integrated solutions to effectively address CD&PPP needs, especially in relations to the needs of the Liberian people with emphasis on employment and infrastructure development
* Prepare regular performance report

**Capacity Building**

* Identify and encourage CD&PPP training needs to facilitate creative and innovative training approaches
* Support annual joint reviews and forums of the CD&PPP to address issues pertinent to

CD&PPP related functions

**Partnership engagement/mobilizing resources**

* Design resource mobilization strategy for the implementation of the CD&PPP activities
* Encourage CD&PPP service users’ participation in planning and governance of service delivery

**Deliverables**

* Production and dissemination of CD&PPP reports
* Mainstreaming of CD&PPP concepts in the work of the Commission and other institutions
* Effective and efficient CD&PPP services/processes
* Increased accessibility, transparency and accountability in CD&PPP functions
* Improved implementation of concessions and PPPs provided

**Education qualification**

* Master Degree or its equivalent in Program/Project Management, Marketing, Economics, Development Studies, Business Administration or related fields

**Experience**

* **5-7 years** of progressive **working experience** in program/project management, monitoring and evaluation, commercial or social marketing

**Skills/Attributes**

* Knowledge of and experience in interpreting and using qualitative and quantitative

research to develop evidence-based strategy in CD&PPP functions

* Strong conceptual and analytical skills
* Experience in training and capacity building
* Track record of initiative and proven ability to work independently with minimum

supervision

* Strong interpersonal skills and ability to work in a multi-disciplinary team
* Excellent verbal and written communication (English) and presentational skills
* Ability and willingness to travel in the field
* Computer literacy with proficiency in MS Office (MS Word, MS Excel, MS Access, Power Point, etc.) applications, management and reporting
* Ability to lead subordinate staff
* Ability to work independently, maintain positive posture to promote teamwork and work longer hours
* Must be a Liberian citizen

Expressions of interest must be delivered in hardcopy or by email to the address below and clearly marked **“DIRECTOR FOR THE CONCESSIONS DEVELOPMENT & PUBLIC PRIVATE PARTNERSHIP DEPARTMENT”** on or before **15:00 pm Local time Monday, September 14, 2024**. Only shortlisted candidates will be contacted.

All communication shall be addressed to:

**Hon. Melvin Sheriff, Sr.**

**Executive Director**

**National Investment Commission**

**M&E Professional Building**

**Sekou Touré Ave. UN Drive Tel: +231 777 544842**

**Email: msheriff@investliberia.gov.lr**

**Monrovia, Liberia**

With Attention to:

**Mr. Saye K. M. Dolo**

**Director, Finance & Administration**

**National Investment Commission**

**M&E Professional Building**

**Sekou Touré Ave. UN Drive Tel: +231 777 088 828**

[**sdolo@investliberia.gov.lr**](mailto:sdolo@investliberia.gov.lr)

**Monrovia, Liberia**

Copy:

**[TBD]**